

LDWSF  
12.3.54v5  
undated

PERMIT RENEWALS - "NO CHANGE"

I. Pre-draft investigation

A. Review

1. Original application ✓
2. Original permit ✓
3. General file for possible areas of concern ✓

B. Check side sewer card for changes since issuance of permit

C. Inspect operation - brief, walk through

II. Permit drafting

A. Check sewer billing and increase waste quantity if necessary

B. Include new "language"

C. Review "Operation and Maintenance"

1. Delete inappropriate sections
2. Replace or modify vague or ambiguous sections
3. Add necessary sections

D. Change permit number by adding "-R" and number of revision, i.e., xxxx-R1.

E. Have permit draft typed - make copy and retain until receipt of finished permit

F. Send permit draft to industry for 14-day comment period.

III. Dispatch copies of permit to:

A. Industry

B. DOE

C. Local governmental entity

12/14/81

